

Medicaid Match Meeting Summary

August 19, 2003

On August 19, 2003 the fourth meeting of the Medicaid Match Advisory Committee met at the OSPI Conference Center in Burien from 10-3 P.M. The key agenda item of the meeting was the Time Study Sample options. Attendees included representatives from DSHS/MAA, School Districts, OSPI and ESD's.

Attendees (members and substitutes): Marty Crisp (Battleground SD), Tim Merlino (ESD 112), Patty Guerrero (Bremerton SD), Mick Moore (Puget Sound ESD), Brian Lewis (ESD 114), Michelle Ewell (ESD 123), Norm Koenig (ESD 105) John Molohon (ESD's 113/117), Neil Sullivan (Spokane SD #81), Marcie Senger (Tacoma SD), Jennifer Carrougner (OSPI Audit), David Sours (Kitsap SD), Randy Hauff (Tonasket SD), Marilyn Sellers (NW ESD 189), and Dick Hancock (MAA).

Other attendees: Dave Whitling (Facilitator), RosaMaria Espinoza (MAA), Ramona Roberts (MAA), Sharon Reddick (MAA), Tom Reese and Adolf (Consultants), Dario Longhi and Ray Saeger (DSHS Researchers), Brian Coolidge (ISD/DSHS).

Advisory Group Members not present: Martin Mueller (OSPI), Mike Sullivan (Granite Falls SD), Larry Peters (Pasco SD), Jill Johnston (Wahluke SD), and Jim Anderson (Rochester SD).

Dick Hancock convened the meeting at 10:00 A.M. There was a brief overview of the last meeting and participants were invited to make corrections/additions. The agenda for the day was reviewed and recommended improvements discussed.

Meeting with the State Auditor. Jennifer Carrougner and Dick Hancock updated the Advisory Committee on the meeting with the Auditor. Key points:

- The Auditor's focus for this year will be on 02-03. They will not audit on the criteria in the new CMS guide this year.
- School Districts who use consultants are responsible to check the consultant's work.
- The audit will focus on time Administrators (principals and superintendents) spend on Admin Match.
- Will check to see that Districts are maintaining time studies under the old criteria.
- Dick and Jennifer advised the Auditor of the work the Advisory Committee is doing to implement the CMS guide.

Overpayments: Dick Hancock provided an update on overpayments. Karen O'Connor spoke with her counterparts in Baltimore but they are so involved in reform issues they are not addressing overpayments at this time. OSPI and DSHS have a meeting scheduled for September 12th to discuss the option of submitting a supplemental budget to the legislature. It's likely this issue will be unresolved in the next few months.

Performance Measures: Neil Sullivan drafted a letter outlining possible measures and submitted it to OSPI. Other measures discussed were:

- Identify the customer (enrolled Medicaid family) through OSPI enrollment data and survey them regarding their satisfaction with the Administrative aspect of Medicaid Match.
- Measure classroom performance after services have been provided.
- Survey the Health Care Providers to see if services have been provided after the referral.
- Correlate outcomes with funded activities.
- May want to consider using an independent vendor (RMC in Vancouver) to do the measures.

Next steps. Dick Hancock will coordinate with Neil Sullivan and convene the measurements subcommittee to continue to refine the list of possible measures.

Training Plan: RosaMaria Espinoza (MAA) provided an update on the training plan. Dates have been scheduled at the ESD's and a coordinator from each School District will be required to attend and a fiscal representative is also invited to attend the training. MAA will train SD's and ESD's and they will cascade the training to their staff.

The idea of presenting the training via the K20 video conferencing system (with on site facilitators) was discussed and this option will be pursued. Dick Hancock will get clarification if the cost of staff to attend training will be reimbursed.

Time Study Sampling Options. Dario Longhi, from Research and Data Analysis/ DSHS updated the group on the time study. Since the last meeting OSPI has provided updated data on eligible FTE's which resulted in minor changes to the sampling percentage. John Moholon (ESD 113/117) met with Dario and Dick Hancock and provided information to help clarify eligible FTE's. Ray Saeger, a colleague of Dario's provided a sample of how random sampling could work using Excel software.

Questions/comments that arose from this discussion:

- If schools in a district have different school days, how does the sampling work?
- Each quarter will not have exactly 60 days (1st quarter about 60 days, 2nd about 50 and the 3rd about 70). How will this affect sampling?
- Because of last minute hiring in September each year, it will be hard to get a complete list of eligible FTE's to MAA for the 1st quarter.

Allocation Model: Dario then offered three allocation of funds options.

- By formula (SD size and % Medicaid).
- By taking large samples of teachers.
- By proportion of teacher time to designated staff time.

Option 3 was the preferred option.

Dick Hancock explained that the time study and allocation models need to be documented and submitted to CMS. He asked if there were any major objections and none were offered.

Next steps. Dario will document in writing the time study and allocation of funds models and submit them to MAA. After MAA review they will be submitted to the Fed's for review and approval. December 1, 2003 will be the start date.

Automation Options. Brian Coolidge, from MAA information technology provided three options to automate the Quarterly reporting process. Option 1 was similar to the current operation. Option 2 added electronic input through the internet. Option 3 was similar to Option 2 but added automated billing. Brian also demonstrated an electronic form that could be used for data entry.

Questions that arose from this discussion:

- Do all SD's need to fill out the electronic form or can some use the paper version?
Is a mix OK?
- Is an electronic signature adequate documentation?
- Whether an e form or manual form what back up documentation is required?

Provider Participation Rates. Sharon Reddick, MAA, explained that Medicaid will only be paid if services are rendered by a Medicaid provider. A website and list of approved providers was provided to committee members and this information will be put on the MAA website for other SD's.

Questions:

- Concerned SD's could be penalized twice by using MER and PPR.
- SD's shouldn't be penalized twice if the kid is enrolled in Medicaid and they use a preferred provider. (See page 13, code 1b and 2b.)
- What's adequate documentation that SD's referred the child to a preferred provider?

School Admin Match –What are the major changes?

Dick Hancock briefly summarized the major changes:

- Collaborative program with DSHS, OSPI, SD's and ESD's. Performance outcome measures.
- Designated staff provide primary administrative services. Better monitoring by MAA.
- CMS guide will be augmented by a MAA manual and MAA technical assistance.
- More training. More electronic capability.
- Time study – DSHS selection of school days and staff.
- SD's identify a coordinator and designated staff.
- All this will result in fewer audit findings.

Next steps:

The next meeting will focus on specific activities in the CMS guide. Dates for the next two meetings are Sep 23 and Oct 21st. There being no further business the meeting adjourned at 3 P.M.